

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction MONTE SERENO

Reporting Period 01/01/2015 - 12/31/2015

Pursuant to GC 65400 local governments must provide by April 1 of each year the annual report for the previous calendar year to the legislative body, the Office of Planning and Research (OPR), and the Department of Housing and Community Development (HCD). By checking the “Final” button and clicking the “Submit” button, you have submitted the housing portion of your annual report to HCD only. Once finalized, the report will no longer be available for editing.

The report must be printed and submitted along with your general plan report directly to OPR at the address listed below:

**Governor’s Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044**

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Table A

Annual Building Activity Report Summary - New Construction
Very Low-, Low-, and Mixed-Income Multifamily Projects

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions
1	2	3	4				5	5a	6	7	8
Project Identifier (may be APN No., project name or address)	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units	Note below the number of units determined to be affordable without financial or deed restrictions and attach an explanation how the jurisdiction determined the units were affordable. Refer to instructions.
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income			See Instructions	See Instructions	
17881 Andrews	SU	Renter	1	0	0	0	1	0			1 unit - Based on survey of property owner to determine proposed rent of \$0. The maximum qualifying household income is \$42,550, calculated according to Health and Safety Code Section 50052.5(b) and 50053(b) and California Code of Regulations, Title 25, Division 1, Chapter 6.5, Sections 6918 and 6920.
18130 Constitution	SU	Renter	1	0	0	0	1	0			1 unit - Based on survey of property owner to determine proposed rent of \$0. The maximum qualifying household income is \$42,550, calculated according to Health and Safety Code Section 50052.5(b) and

											50053(b) and California Code of Regulations, Title 25, Division 1, Chapter 6.5, Sections 6918 and 6920.
18480 Decatur	SU	Renter	1	0	0	0	1	0			1 unit - Based on survey of property owner to determine proposed rent of \$0. The maximum qualifying household income is \$47,850, calculated according to Health and Safety Code Section 50052.5(b) and 50053(b) and California Code of Regulations, Title 25, Division 1, Chapter 6.5, Sections 6918 and 6920.
18335 Lexington	SU	Renter	1	0	0	0	1	0			1 unit - Based on survey of property owner to determine proposed rent of \$0. The maximum qualifying household income is \$47,850, calculated according to Health and Safety Code Section 50052.5(b) and 50053(b) and California Code of Regulations, Title 25, Division 1, Chapter 6.5, Sections 6918 and 6920.
(9) Total of Moderate and Above Moderate from Table A3						1	2				
(10) Total by Income Table A/A3			4	0	1	2					
(11) Total Extremely Low-Income Units*			0								

* Note: These fields are voluntary

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Table A2
Annual Building Activity Report Summary - Units Rehabilitated, Preserved and Acquired pursuant to GC Section 65583.1(c)(1)

Please note: Units may only be credited to the table below when a jurisdiction has included a program in its housing element to rehabilitate, preserve or acquire units to accommodate a portion of its RHNA which meet the specific criteria as outlined in GC Section 65583.1(c)(1)

Activity Type	Affordability by Household Incomes				(4) The Description should adequately document how each unit complies with subsection (c)(7) of Government Code Section 65583.1
	Extremely Low-Income*	Very Low-Income	Low-Income	TOTAL UNITS	
(1) Rehabilitation Activity	0	0	0	0	
(2) Preservation of Units At-Risk	0	0	0	0	
(3) Acquisition of Units	0	0	0	0	
(5) Total Units by Income	0	0	0	0	

* Note: This field is voluntary

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Table A3
Annual building Activity Report Summary for Above Moderate-Income Units
(not including those units reported on Table A)

	1. Single Family	2. 2 - 4 Units	3. 5+ Units	4. Second Unit	5. Mobile Homes	6. Total	7. Number of infill units*
No. of Units Permitted for Moderate	0	0	0	1	0	1	0
No. of Units Permitted for Above Moderate	1	0	0	1	0	2	0

* Note: This field is voluntary

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Table B

Regional Housing Needs Allocation Progress

Permitted Units Issued by Affordability

Enter Calendar Year starting with the first year of the RHNA allocation period. See Example.												Total Units to Date (all years)	Total Remaining RHNA by Income Level
Income Level		RHNA Allocation by Income Level	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9		
Very Low	Deed Restricted	23	0	0	0	0	0	0	0	0	0	4	19
	Non-Restricted		4	0	0	0	0	0	0	0	0		
Low	Deed Restricted	12	0	0	0	0	0	0	0	0	0	0	12
	Non-Restricted		0	0	0	0	0	0	0	0	0		
Moderate		13	1	0	0	0	0	0	0	0	0	1	12
Above Moderate		8	2	0	0	0	0	0	0	0	-	2	6
Total RHNA by COG. Enter allocation number:		56	7	0	0	0	0	0	0	0	0	7	49
Total Units ▶ ▶ ▶													
Remaining Need for RHNA Period ▶ ▶ ▶ ▶ ▶													

Note: units serving extremely low-income households are included in the very low-income permitted units totals.

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Table C

Program Implementation Status

Program Description (By Housing Element Program Names)		Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.	
Name of Program	Objective	Timeframe in H.E.	Status of Program Implementation
H-1.1	Ensure compliance with Design Guidelines	01/31/2023	During the 2015 calendar year City approved 30 Site Development Permits.
H-2.1	Continue to administer and improve the Second Unit Program	01/31/2023	The City continues to administer and improve the Second Unit Program the City has taken the following actions: -Continuing to survey Affordability and use of Second Units at time of construction (ongoing), -Revised the Second Unit application process so that it is ministerial (March 2016), -Continue to publish incentives for Second Units through the City website and at City Hall front counter (ongoing), -Second unit amnesty program is anticipated to be extended in March/April 2016, -Revised second unit regulations to reduce setback requirements for Second Units in all R-1 zones and eliminating the existing policy in the R-1-8 zone that deducts Second Unit square footage from the allowable square footage of the main dwelling unit.
H-2.2	Explore and implement other options to provide additional affordable housing	01/31/2023	The City continues to explore shared housing opportunities and programs

	opportunities		
H-2.3	Evaluate progress towards meeting RHNA	01/31/2023	Evaluation anticipated by December 2017
H-2.4	Work with nearby communities to explore countywide housing needs and solutions	01/31/2023	The City currently participates with the Housing Trust of Santa Clara County, the Housing Authority of Santa Clara County and the Santa Clara County Office of Affordable Housing.
H-2.5	Revise Public zoning district by December 2016 to allow multifamily residential uses by right on the First Baptist Church site (17765 Daves Avenue)	12/31/2016	Anticipated for the City Council to consider necessary Municipal Code revisions in May 2016.
H-2.6	Revise the Municipal Code to allow employee housing, residential care homes and SRO use as allowable in RM zones	12/31/2016	Residential care homes, supportive housing and transitional housing are currently permitted in all single family zoning districts. The City anticipates additional amendments necessary to permit these uses in the RM zone along with SRO use in the RM zone to be considered by the Council later in 2016.
H-3.1	Pursue code enforcement on homes that are not maintained in compliance with City codes	01/31/2023	Ongoing based on staff observations during routine visits and based on complaints
H-3.2	Review and revise on a biannual basis the Capital Improvement Program	01/31/2023	Annually the Capital Improvement Program (CIP) and priorities are set and approved by the City Council during the budget setting process. The City also conducts mid-year budget review to make adjustments as needed to the CIP.
H-3.3	Encourage energy conservation practices for new and existing residential dwelling units	01/31/2023	The City has adopted and enforces the California Green Building Code. The City on a ongoing basis provides resource material on green building and conservation programs though the Planning and Building Department.
H-4.1	Support special need households	01/31/2023	In January 2016, the City approved a reasonable accommodation for a person with physical disabilities to convert an accessory structure to a secondary dwelling unit. The City continues on an ongoing basis to promote the use of second units to potential applicants. The City continues to allow transitional housing, supportive housing and residential care facilities in the R-1 zoning districts. City anticipates necessary code amendment to allow these uses in the RM zone for later in 2016.
H-4.2	Will work to develop a plan to meet the changing needs of seniors	01/31/2023	The City of Monte Sereno is partnering with Santa Clara County Department of Aging and Adult Services to become part of the World Health Organization's Global Network of Age-Friendly Cities & Communities.
H-4.3	Will review development review process, especially for special needs housing and	01/31/2023	The City continues to streamline the development review process. The Site and Architectural Commission and City Council have appointed an Ad Hoc

	affordable housing for lower and moderate income households		Committee to review the submittal requirements and findings for Site Development Permits.
H-5.1	Continue to implement Reasonable Accommodations procedures	01/31/2023	The City continues on an ongoing basis to implement its Reasonable Accommodation procedure. In January 2016 the City approved an application for reasonable accommodation to allow the conversion of an accessory structure to a secondary dwelling unit.
H-5.2	Provide written information on fair housing laws and resources	01/31/2023	Written information on Fair Housing is available at the planning front counter and City's website. The City will continue to promote Project Sentinel as a resource for fair housing information and advisory services. The City has received no complaints of discrimination in calendar year 2015.

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General Comments: